

DRAFT

TOWN OF TURTLE **MINUTES OF PLANNING COMMISSION MEETING** **November 19, 2008-7:00 P.M.**

1. Call to Order/Pledge of Allegiance-Chairperson Roger Anclam called the Planning Commission meeting to order at 7:00 pm..
2. Roll Call-Those present were Shelly Hahn, Dan Oldenburg, Bill Walter, Vice-Chair Don Jones, Jim Fleck, Mike Schaefer, and Attorney Henderson. A quorum was present.
3. Approval of Agenda-Vice Chair Don Jones moved to approve the agenda as presented. Seconded by Dan Oldenburg. Motion carried with a voice vote.
4. Citizens Questions/Comments-None
5. Zoning Administrator Report-Mike Birkholz reported there were 6 permits issues this month, 2 building, 1 wood burner and 3 electric. The trailer on Lorena Drive has been removed.
6. Commission Comments-Attorney Henderson asked for direction regarding Eric Reed repairing forklifts on his property without a conditional use permit. A complaint had been filed in September 2007 and Mr. Reed was directed to apply for a conditional use permit or cease operations. It is apparent he did cease at that time, but activity seems to be happening again. The Commission voiced their opinions on to address the issue; such as citation, documentation for evidence, and a formal complaint needing to be filed with the clerk. Chairperson Roger Anclam asked Attorney Henderson to send Mr. Reed a letter inviting him to the next Commission meeting and have the person that complained file a formal written complaint.
 - a) Approval of Minutes-Vice-Chair Don Jones moved to approve the minutes for October 15, 2008 as presented. Seconded by Jim Fleck. Motion carried with a voice vote.

Public Hearing 7:15 p.m. Conditional Use Permit-Part-Time Taxidermy-Kelly Urban-Attorney Henderson called the public hearing to order petitioned for by Kelly Urban to consider the issuance of a conditional use permit to allow a home occupation of part-time taxidermist. Mr. Urban explained his proposal and answered questions the Commission had. There will be no chemicals, minimal or no animal waste, the operations will take up less than 25% of the home. The public hearing was then closed.

7. Unfinished Business
 - a) Land Division Procedure-Attorney Henderson suggested the requirement of a certified survey map be in a permit or have a deadline in the Town's ordinance for the certified survey to be recorded and require the applicant to report back to the Planning Commission or Town Board on the specified date to verify the certified survey map is recorded.
8. New Business
 - a) Conditional Use Permit-Kelly Urban-Dan Oldenburg moved to approve a conditional use permit for Kelly Urban to allow a part-time taxidermy home occupation. Seconded by Mike Schaefer. Motion carried with the following roll call vote: Shelly Hahn-aye, Dan Oldenburg-aye, Bill Walter-aye, Vice Chair Don Jones-aye, Jim Fleck-aye, Mike Schaefer-aye and Chair Roger Anclam-aye.
 - b) Holmstead Land Division-The Commission reviewed the applications for land division for Holmstead Farms. There were questions and no representative present. Bill Walter moved to table any action on the Holmstead Farms land division application until a representative is present. Seconded by Shelly Hahn. The motion carried with the following roll call vote: Shelly Hahn-aye, Dan Oldenburg-aye, Bill Walter-aye, Vice-Chair Don Jones-aye, Jim Fleck-aye, Mike Schaefer-aye and Chair Roger Anclam-aye.
 - c) Consider and Recommend Land Divisions and Rezone-Dan and Pam DeLong-Dan and Pam DeLong explained what they were proposing; donating land to the County-1.4 acres, dividing the 2 homes so they each are their own parcel and rezoning them. Ron Combs, Combs & Associates presented maps of the land

divisions and answered questions the commission had. Jim Fleck moved to recommend approval to the Town Board of the land division for the 1.4 acres. Seconded by Bill Walter. The motion carried with the following roll call vote: Shelly Hahn-aye, Dan Oldenburg-aye, Bill Walter-aye, Vice-Chair Don Jones-aye, Jim Fleck-aye, Mike Schaefer-aye and Chair Roger Anclam-aye. Vice-Chair Don Jones move to recommend approval to the Town Board of the land division for the 15.9 acres; this would fall into the parameters of what the Town would like to see. Seconded by Jim Fleck. The motion carried with the following roll call vote: Shelly Hahn-aye, Dan Oldenburg-aye, Bill Walter-aye, Vice-Chair Don Jones-aye, Jim Fleck-aye, Mike Schaefer-aye and Chair Roger Anclam-aye. Bill Walter moved to recommend approval to the Town Board of rezoning the 15.9 acre parcel to A-2. Seconded by Vice-Chair Don Jones. The motion carried with the following roll call vote: Shelly Hahn-aye, Dan Oldenburg-aye, Bill Walter-aye, Vice-Chair Don Jones-aye, Jim Fleck-aye, Mike Schaefer-aye and Chair Roger Anclam-aye. Mike Schaefer moved to recommend approval to the Town Board of the land division creating the 8.9 acre parcel. Seconded by Chair Roger Anclam. The motion carried with the following roll call vote: Shelly Hahn-aye, Dan Oldenburg-aye, Bill Walter-aye, Vice-Chair Don Jones-aye, Jim Fleck-aye, Mike Schaefer-aye and Chair Roger Anclam-aye. Vice-Chair Don Jones moved to recommend approval to the Town Board of rezoning the 8.9 acre parcel to A-3. Seconded by Jim Fleck. The motion carried with the following roll call vote: Shelly Hahn-aye, Dan Oldenburg-aye, Bill Walter-aye, Vice-Chair Don Jones-aye, Jim Fleck-aye, Mike Schaefer-aye and Chair Roger Anclam-aye.

- d) Discuss Sludge Ordinance-Attorney Henderson stated the Town enacted a sludge ordinance in 2005-2006. A sludge permit was issued without a public hearing. The DNR regulates the dumping. There was question whether the Town should be involved. Grace Kiepsman, 8245 E Stateline Road, told the commission the DNR did not respond to citizens when they were called regarding dumping. Mike Schaefer moved to carryover the sludge ordinance and have Attorney Henderson contact other Towns to see how they handle sludge. Seconded by Chair Roger Anclam. Motion carried with a voice vote.
- e) Smart Growth-Carrie Houston/Town Board-Town Board members present were Chair Dan DeLong, Bill Brewer, Tim Kopp and Mike Schaefer. Absent was Lester Oldenburg. Carrie Houston presented Chapter 5-Utilities and Community Facilities for corrections from last month. Attorney Henderson had some corrections. Carrie will be back to the next meeting.

10. Adjournment-Mike Schaefer moved to adjourn at 9:00 p.m... Seconded by Chair Roger Anclam. Motion carried with a voice vote.

Respectfully submitted,

Deborah Bennett
Clerk-Treasurer